

UNIVERSITY OF HERTFORDSHIRE HIGHER EDUCATION CORPORATION

ETHICS COMMITTEE FOR STUDIES INVOLVING HUMAN PARTICIPANTS

MEETING TO BE HELD ON THURSDAY, 4 MAY 2023 FROM 14:00 HOURS IN THE CENTRAL COMMITTEE ROOM, MACLAURIN BUILDING AND VIA MS TEAMS

**AGENDA**

*Please note the venue/time for this meeting and take the papers as read*

Item No.	Item	Pages	Confidential (Y/N)	Lead
1	Apologies			Chair
2	New declarations of interest, if any			Chair
3	Membership			Chair
4	Minutes of previous meeting - 2 February 2023 - To confirm and sign the minutes.			Chair
<b>MATTERS ARISING FROM THE MINUTES</b>				
5	Online ethics management system, Minute 17.2, 2 February 2023, refers -  To <b>receive</b> an update.			Chair
6	Academic Integrity/Misconduct in relation to breaches of Ethics, Minute 27.8, 2 February 2023, refers -  To <b>receive</b> an update.			Dr Simon Trainis/ Catherine Rendell
7	Research with children/young people/adult vulnerable groups: Working Group Exemplar consent forms/info sheets, Minute 21.2, 2 February 2023, refers -  To <b>receive</b> an update on a meeting of the Working Group which took place on 28 March 2023.			Dr Rosemary Godbold
8	Studynet closure and migration of Ethics information to other platforms, Minute 22, 2 February 2023, refers -  To <b>receive</b> an update and to note that ethics guidance has been migrated to the following Herts Hub site: <a href="https://herts365.sharepoint.com/sites/Governance-and-Internal-Audit/SitePages/Studies-involving-human-participants.aspx">https://herts365.sharepoint.com/sites/Governance-and-Internal-Audit/SitePages/Studies-involving-human-participants.aspx</a>  with a main link from the Governance Services site under About Us on HertsHub: <a href="https://herts365.sharepoint.com/sites/Governance-and-Internal-Audit/SitePages/Governance-services.aspx">https://herts365.sharepoint.com/sites/Governance-and-Internal-Audit/SitePages/Governance-services.aspx</a>			Clerk

9	Blood/Human Tissue update, Minute 24, 2 February 2023, refers -  To <b>receive</b> an update on a meeting that took place on 7 February 2023 between Salman Rahman (LMS Bio-Safety Officer), Jenny Harman (LMS Health and Safety Lead), Sarah Wilson, Rosemary Godbold and Claire Kruger.			Dr Rosemary Godbold
10	Secondary data guidance, Minute 29.4, 2 February 2023, refers -  To <b>receive</b> an update and new guidance on secondary data.			Abi Tomlinson/Clerk
<b>MATTERS REFERRED FROM ECDAS</b>				
11	Lifespan of Class Protocols, HSET ECDA Minute 12, 22 Feb 2023 & SSAH ECDA Minute 15.2, 26 Jan 2023, refers			Dr Simon Trainis/ Dr Ian Willcock
12	Insincere data collection for the purpose of receiving a reward, HSET ECDA Minute 24, 22 February 2023, refers			Dr Simon Trainis
<b>OTHER MATTERS</b>				
13	Risk -  To <b>consider</b> any risks inherent in the matters dealt with by the Committee during the meeting but not discussed when the item concerned was taken.			
14	People development -  To <b>identify</b> people development needs and to refer them to Mrs J Lees, Manager, People Development, Department of Planning, Development and Change.			
15	Clerk's report			n/a
16	Emergency business -  (Admissible only with the consent of the Chair given prior to the meeting).			

The next meeting of the Ethics Committee for Studies Involving Human Participants will be held on Thursday, 2 November 2023 from 14:00 in the Central Committee Room, MacLaurin Building.